

# Cytokines in Cancer Immunotherapy Workshop Abstract Reference Guide

## SITC 2020 Cytokines in Cancer Immunotherapy Workshop Abstract Guide

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## Workshop Overview

The Society for Immunotherapy of Cancer's (SITC) Cytokines in Cancer Immunotherapy Workshop will focus on providing a deeper understanding of cytokines in immune cell proliferation, differentiation, and function, as they pertain to tumor immunobiology and cancer immunotherapy approaches.

The workshop will consist of scientific sessions and expert-led discussion by invited faculty on pressing topics in the field of cytokines in immunology and cancer immunotherapy. This workshop will encourage further investigation into the use of cytokines as solo therapeutic agents as well as in combination with cancer treatments by bringing together established experts and drawing talented new scientists and clinicians into the area of cytokines and immune cell differentiation and function.

It is anticipated that the efforts of this workshop will foster renewed exchange and research on the promising topic of cytokines and their interactions in cancer therapy, lead to further research, and provide a solid scientific foundation for future clinical interventions to modulate anti-tumor immunity with combinations of cytokines and other immunotherapies.

## Workshop Target Audience

This program is intended for basic, translational and clinical researchers with a vested interest in the topic of cytokine immunology and the impact of cytokines in cancer immunotherapy.

## Reasons to Submit Your Abstract to the Workshop

- Free submission for members and nonmembers
- Encore abstracts are welcome
- The opportunity to present and discuss your research with luminaries in the immunotherapy field
- All prospective attendees are encouraged to submit an abstract of their current work to be featured in a networking poster session that brings together early career and established scientists working in the cytokine space.
- A portion of the workshop will be dedicated to early career scientists, wherein 20 early career investigators who are selected through a review of abstract submissions will orally present their cytokine-related research. All 20 selected oral presentations will receive an Early Career Scientist Abstract Travel Award.
  - Ten of the abstracts submitted from early career scientists will be selected for 15-minute oral presentations interspersed throughout the workshop.
  - Another ten abstract presentations will be structured in a “Minute-to-Win-It” format, wherein early career presenters are given one minute to discuss their research.
  - The presentations (both oral and Minute-to-Win-It) will be judged and the top one in each category will be honored with a small monetary award for their labs or research projects.

## Questions

The rest of this guide highlights important information, criteria, guidelines, policies, and instructions for using the abstract submission site. More information can be also be found at <https://www.sitcancer.org/education/cytokines-workshop>. For any other questions regarding abstract submission, please contact [education@sitcancer.org](mailto:education@sitcancer.org) or 414-271-2456.

## Abstract Submission Information and Selection Criteria

### Important Abstract Dates

April 15, 2020	Abstract Application Submission Site Opens
September 1, 2020	Abstract Application Submission Site Closes at 11:59 p.m. EST
September 2020	Abstract Application Notifications Sent
September 21, 2020	Abstract Withdrawal Deadline
October. 12 – 13, 2020	Cytokines in Cancer Immunotherapy Workshop

### Selection Criteria

Abstract reviewers consider a number of variables in rating the abstracts for selection for oral presentation. General considerations include quality of the research and presentation, the strength of the results and methods, and whether the reported research significantly advances the field.

#### Quality of Research and Presentation of Results

- Overall quality of the research as described in the abstract is high
- Reported results are novel and scientifically important
- Results are presented clearly

#### Methods and Results

- Abstract includes clear description of reliable methodology and models
- Abstract includes specific results and data on sample size, endpoints and outcomes, with statistical analysis demonstrating significance of findings

#### Research Advances the Field

- Abstract includes concise description of the implications of the research to advance basic scientific understanding, translation and/or clinical application of cancer immunotherapy

#### Additional Considerations

- Are the reported results novel and scientifically important?
- Are the results presented clearly?
- Does the abstract include specific results and data on sample size, endpoints and outcomes with statistical analysis demonstrating significance of findings?
- Does the abstract include clear descriptions of reliable methodology and models?
- Does the abstract include a concise description of the implications of the research to advance basic scientific understanding, translation and/or clinical application of cancer immunotherapy?
- Is the overall quality of the research as described in the abstract high?

## Abstract Guidelines

### Submission Guidelines

Below are the guidelines for your abstract submission. The submitting author is responsible for assuring that the abstract adheres to these.

### General Requirements

- Type the text unjustified without hyphenating words at line breaks.
- Use single line spacing. Use hard returns only to end headings and paragraphs.
- Abbreviations should be used as sparingly as possible and should be defined when first used.
- All abstracts must be in English. Spelling within any one abstract should be US English or UK English, but not a mixture.
- In most cases, Greek letters and other special characters will transfer from your word processing software via copy and paste functions. If you are unable to reproduce a particular special character, type out the name of the symbol in full.
- SI units should be used throughout (liter and molar are permitted, however.)

### Title

The title must be entered exactly as it should appear and should be in sentence case. Do not put the title in quotes, underline it, or use punctuation. The title can be a maximum of 200 characters, including spaces.

Example: Novel pharmacologic approach to enhance the epigenetic and immune priming effect of decitabine in patients with advanced non-small cell lung cancer

### Presentation Category

Abstracts can be considered for an “Early Career Scientist Abstract Travel Award” OR “Poster ONLY.” Submitters of abstracts with presenting authors fitting the award eligibility requirements can select “Early Career Scientist Abstract Travel Award” to be considered for an oral abstract presentation or Minute-to-Win-It presentation. All prospective attendees are encouraged to submit an abstract of their current work to be featured in a networking poster session. Selecting “Poster ONLY” will allow the presenting author to be considered for inclusion in the networking poster session but not the Early Career Scientist Travel Award.

### Keywords

All abstract submitters will be asked to indicate keywords for their abstract. During the application, you will have the opportunity to select up to 4 of the keywords below:

- |                             |                       |         |
|-----------------------------|-----------------------|---------|
| • Adoptive cellular therapy | • Clinical study      | • IL-2  |
| • B cell                    | • Combination therapy | • IL-6  |
| • Cell culture              | • Dendritic cell      | • IL-7  |
| • Chemokines                | • IFN-gamma           | • IL-10 |
|                             | • IL-1                | • IL-12 |

- IL-15
- IL-18
- IL-21
- IL27
- IL-35
- Immune checkpoint inhibitor
- Immunobiology
- Immunology
- Immunotherapy
- Inflammation
- Innate Immunity
- Macrophages
- NK cell
- Other cytokine
- Preclinical study
- Resistance
- T cell
- TGF-beta
- TNF-alpha
- Toxicity
- Type I interferons
- Vaccine

## Abstract Structure

The following is included in the abstract body and must not exceed 400 words total.

- *Background*
- *Methods*
- *Results\**
- *Conclusions\**

\* For Clinical Trials in Progress, if results and conclusion are not applicable please put “N/A”.

In addition to the abstract body, you should include the following information if applicable:

- *Acknowledgements*: Brief acknowledgements may be included.
- *Trial Registration*: If applicable, abstracts related to randomized, controlled clinical trials (RCTs) should include the trial registry along with the unique identifying number. Trial registers that currently meet the publisher’s requirements can be found at <http://www.icmje.org/about-icmje/faqs/clinical-trials-registration/>
- *References*: Citations to references should be included in square brackets [1,2]. All references need corresponding citations in the text, and vice versa.

Journal abbreviations should follow MEDLINE standards. References should be laid out at the end of the abstract. Example:

1. Lastname A, Lastname B, Lastname C. Title of journal article. Journal Medline abbreviation. Year; Volume:first page-last page.
2. Chomczynski P, Sacchi N, Single-step method of RNA isolation by acid guanidinium thiocyanate-phenol-chloroform extraction. Anal Biochem. 1987;162:156-159.

Web links (URLs) should be provided in full, including both the title of the site and the URL, in the following format:

Mouse Tumor Biology Database  
[[http://tumor.informatics.jax.org/cancer\\_links.html](http://tumor.informatics.jax.org/cancer_links.html)]

- *Ethics Approval*: If the abstract discusses studies involving human subjects, human material, or human data, or involving animals, an ethics statement should be included: “This study was approved by XYZ institution’s Ethics Board; approval number 12345.” The committee and approval number should come from whomever reviewed and approved the use of the data. The ethics statement must cover all patients in the study even at multiple institutions

## Authors and Institutions

- All authors and contact information must be listed in the correct order. The order in which authors will be listed in the author block of the website publication is the order that they are entered.
- Each author **MUST** indicate at least one institution affiliation. Affiliations should include Department, University, Town, State, USA **OR** Institution, Town, Country, for example:
  - <sup>1</sup>Pathology Department, New York School of Medicine, New York, NY, USA
  - <sup>2</sup>Roche Innovation Center Penzberg, Penzberg, Germany
- Your submission needs to have a minimum of:
  - 1 Corresponding Author
  - 1 Presenting Author
  - 1 Primary Author
- The corresponding author will be highlighted and their email provided in the SITC website publication.
- If you are submitting the abstract but ARE NOT an author, please select “Submitter Only” as your role. Those with “Submitter Only” as their role will not be included in the abstract author list.
- There is no limit to the number of authors you can include.
- The author submitting an abstract to the SITC Cytokines in Cancer Immunotherapy Workshop must agree to the following:
  - Serve as the contact for all correspondence about the abstract and inform co-authors about its status.
  - Confirm all authors are aware of and agree to the content and data presented in the abstract.
  - Agree that, if accepted, the presenting author or a co-author noted will present the abstract at the Cytokines in Cancer Immunotherapy Workshop.

## Tables, Figures and Images

- Tables, figures and images should be numbered (ie: Table 1, Figure 1, or Image 1) in the title field with an optional caption.
- The background, methods, results and conclusions are the only fields included in the word count. The fields that are no longer in the word count include the acknowledgements, trial resignation, references, ethics approval and the consent.
- All figures, tables, and images need corresponding citations in the text, and vice versa. Citations to any figures (Figure 1), tables (Table 1) or images (Image 1) must be included in parentheses.
- There is not a limit to the number of figures that can be included.
- Figures must be supplied electronically at 300 dpi minimum (600 dpi preferred).
- Do not include figures with embedded hyperlinks.
- The following file types will be accepted: .png, .jpg, .gif



## Abstract Presentation Guidelines and Award Information

### Registration

The presenting author must register for the Cytokines in Cancer Immunotherapy Workshop to present an abstract. Submitting an abstract does not register you for the workshop.

### Poster Presentations

Poster Reception Location: Millenium Times Square New York

Poster Reception Time: 11:55 a.m.–12:55 p.m. on Tuesday, October 13<sup>th</sup>, 2020

#### Poster Presentation Guidelines:

- All prospective attendees are encouraged to submit an abstract of their current work to be featured in a networking poster session that brings together early career and established scientists working in the cytokine space. Poster presenters do not need to fit the stated eligibility requirements for the Early Career Scientist Travel Awards.
- Poster presenters do not receive complimentary registration.
- Posters should not exceed 48 inches wide by 36 inches high. Posters should be printed on paper that can be tacked to a core board.
- Posters can provide additional information to attendees either as a printed handout or by including a link or QR code on the poster
- The presenting author is responsible for printing, bringing and hanging up their poster
- SITC does not print or provide recommendations on where to print your poster or accompanying handouts
- Posters will be displayed on Tuesday, October 13<sup>th</sup>, 2020 from 11:55 a.m.–12:55 p.m.
- Posters left after the poster reception will be disposed of
- SITC does not provide special accommodations for disposing of or shipping posters after the workshop

### Early Career Scientist Abstract Travel Awards

Twenty abstracts submitted by early career scientists to the “Early Career Scientist Abstract Travel Award” category will be selected to give an oral presentation, either as a 15-minute oral abstract presentation or as a one-minute “Minute-to-Win-It” presentation. All 20 presenting authors of these oral presentations will be considered recipients of the Early Career Scientist Abstract travel Awards and will have their travel costs reimbursed according to SITC’s reimbursement policy, which will be provided with acceptance notifications. All awardees are also invited to participate in the poster session Tuesday, October 13<sup>th</sup>, 2020 from 11:55 a.m.–12:55 p.m.

### Oral Abstract Presentations

Ten of the abstracts with presenting authors who are early career scientists will be selected for oral abstract presentations interspersed throughout the workshop. All abstracts chosen for oral abstract presentation will present during a specific Workshop session on either Monday, Oct. 12 or Tuesday, Oct. 13, 2020. Oral abstract presentations are 15-minutes in length total, consisting of a 10-minute



presentation and a 5-minute question and answer session after the presentation. Exact presentation dates and times will be provided in the acceptance notifications.

### Minute-to-Win-It Abstract Presentations

Another ten abstract presentations will be structured in a “Minute-to-Win-It” format, wherein early career presenters are given one minute and one slide to discuss their research. These abstract presentations will occur during the Minute-to-Win-It session, 11:25-11:55 a.m. on Tuesday, October 13, 2020. Exact presentation times will be provided in the acceptance notifications.

The presentations (both oral abstracts and Minute-to-Win-It abstracts) will be judged and the top abstract in each category will be honored with a small monetary award for their labs or research projects.

### Award Eligibility Requirements

To qualify for an Early Career Scientist Travel Award, the primary/presenting author must meet the criteria as outlined below **prior to the submission deadline**.

- Be a current SITC member
- Categorized as a Student, Postdoctoral Research Fellow, Clinical Fellow, or Junior Faculty (instructor/assistant professor) with three or fewer years on staff (total from all institutions; inclusive of experience in all fields). A letter of support from a lab supervisor is needed stating this categorization as well
- Serve as both the primary author and presenting author on the abstract
- Meet the determined deadline for abstract submission and indicate that they wish to be considered for an award

## Policies

Below are the policies of the SITC abstract submission process. By submitting an abstract, you are agreeing to abide by these policies.

### [SITC Privacy Policy](#)

Please see the [SITC Privacy Policy](#) regarding providing your information on SITC platforms and our service providers, including the Abstract Management System provided by Cadmium.

### [Encore Presentation Policy](#)

Encore Presentations are welcome for presentation during the SITC Cytokines in Cancer Immunotherapy Workshop.

### [Publication Policy](#)

Accepted abstracts will be published in the SITC Cytokines in Cancer Immunotherapy Workshop program book. The program book will be made available to all program attendees.